

Summit Christian College

Board of Trustees Meeting

January 15, 2011

Present: Larry Berlin, Chairman Jeff Holloway, Andy Gudahl, Brett Miller, Angie Arnold, Herb Rainey, Bill Ferrero, June McQueen, Wes Gudahl, John Steele, President Dave Parrish, VP of Operations Scott Gribble, Academic VP Merle Powell and Willie Coop

Absent: Lyle Hinebauch

Meeting to order and opening Prayer: Jeff Holloway

Executive and Development Reports:

- Nothing for now as will be covered in business section later.

Finance Report (Brett Miller):

- Building loan is now about \$93000.
- Short term debt is about \$30000.
- Thinking about accreditation and need for financial ratios to be better
- Student enrollment needs to be positive

Where are we at on accreditation?

MERLE

Must secure proper score with ABHE to somewhere about 1.5 and we are at about .9 on their finance score. Consultant David Phillips thought the self study should not be submitted last November and put a stop to the site visit. Still have some things to be in place; i.e. assessment plans; so this might be a blessing. These assessments are taking place by Merle, Scott and Dave.

SCOTT

If it looks like enough students will come this fall (goal of 30) and we might be in black financially; then, we may propose to shuffle some money such as debt on the building to get a reserve in an account. Without reserves it hits us hard when it comes to the process of self-study and potential site visit. If we don't get enrollment, this will probably not take place. We want to have student income first before borrowing on our assets.

DAVE

We could have done something this year to make ratio look better, but this would have had no substance. One key to all of this is recruitment and having a solid number of students to get to a real financial number.

Jeff asked, "At what point do we get accreditation moved forward so that we can get more students?" Dave said we must get the students here....period. This will help momentum. Other independent Christian colleges are battling the accreditation process verses student/financial ratio issues....similarly to Summit Christian College.

Merle talked about being intentional on getting emphasis in churches to convince students to go into ministry. We do need students that know why or what they want a vocation in ministry or a related field. So, we need to decide what student type is our focus of recruiting.

Scott addressed a need to retain students for more than one year to keep enrollment going positive and not just staying at a certain number level.

Dave wanted to mention two things:

- 1) Remember the older student is just as valuable as the younger ones. This is a good area.
- 2) Also, the high school student is important, and we need to get their parents on board that coming here to school even without accreditation would be a good thing.

Merle talked about students that didn't continue. Two students chose to not come back after break. One student was asked not to return for specific reasons. Three students are basically done with classes. Seven new students did start at the semester break. However, we still need the '30' goal at fall start up of school year.

A good number of students to maximize our facility would be at about 80 to 100 in number.

One more thing from Brett on finance: Got the 'Financial Statements and Independent Auditor's Report' which is same as before but now with signatures on same ready to accept.

- Motion by Andy Gudahl and second by Willie Coop. Passed.

Jeff discussed having more students or potentially to raise percentage of finances through fees. We are gift driven already; so, we need to get student fees raised to a higher level.

Development (Dave Parrish) believes this year we have to at least lean heavy on our donors while we try to build the student body for income flow.

Written Reports Review

Development Report (President Dave Parrish):

- Developing assessment plans continues this month
 - Will be ready to meet accreditation folks when financial ratio on course
- Ascend the Summit
- Recruitment is of first importance including 'Ascend the Summit'
 - Getting all churches on board for the above event to identify 'cream of the crop' students
 - Looking at mentors for above event (Beaver Meadow Resort)
 - 15 mentors, 15 students and 5 logistic folks as a part of the August event

- Explained event planned in mountains of Colorado for these students
- Cost is about \$286 per person for this great event (Total cost under \$10000)
- Limited scholarships are \$450 (Nine folks have pledged these at this point)
- Full ride scholarship is about \$7500
- Finding people interested in ministry for coming to college is our real goal
- Students selected in May to then be chosen for the August event; however, these are not necessarily students all coming to the school here at Summit
- Considerable talk about the Ascend the Summit event
- All of this to promote coming to Summit Christian College
- Wants board members to give potential names of mentors for this event
- Important that we figure out how to retain students (June's thoughts)
- Winner of Barnabas Award is potentially given opportunity to be a mentor for event as a way to encourage existing student body

Bible Bowl hosting

- Rocky Mountain Bible Bowl will have event (round robin) here at college on October 8
- Potentially up to 120 kids here from 6th to 12th grade
- Excellent program and good opportunity to have these kids on campus
- Board member comments shared believe this as a chance to influence students to come

Guide to Investing in Summit

- In third year of 'Invest in the Vision' campaign to get building/facilities paid off
- Need to put ourselves in the black by May to start building a reserve
- Discussed potential of getting churches to help pay off loan on a 'miracle Sunday' 60th anniversary 2011

- This year an opportunity to see things paid off
- Need new donors so we can quit going to same ones already doing the 75% support
- Praise banquet focus on this 60th and fall of year is time of anniversary
- Wing Wong will be speaker at graduation (also President of Missionary Convention)

President wants three new names (not current donors to the college) from each board member to find people willing to help in one level of donor opportunity or another. This is a challenge. President thinks this is the year...we have to work to make it happen.

VP of Operations Report (Scott Gribble)

- No real discussion further on finances

VP of Academics (Merle Powell)

- Good academic half of year
- Bill asked a question that will be addressed later in business

Further Reports

- Recruiting is a big issue

Old Business

- Bylaws and hand book are still a work in progress and not to be voted on at this meeting
- Discussion about how to make these clearer for the ABHE
- Plan to be able to vote on this issue by May meeting
- Final document will be sent to board members as soon as possible for review
- Bill Ferrero had questions on 1.5 – What is at risk? Also, is librarian to be one with credentials? There are other questions he will discuss with President and VPs.
- Further discussion continued about what ‘at risk’ means – primarily is education or academics and not otherwise

New Business

Salary Package

- In line with what previously discussed
- 1% raise put forth from the finance committee as certainly
- Aaron Prohs would be making the same as Dave Robinson (correction to paper received)
- John States would be \$30,603 as opposed to what was printed
- New total is \$404,324 on financial report
- Discussed recruitment department and if two people can be on salary for this position
- Discussed John States raising his own salary and the fact that this is short at this time
- Base salary of Isaiah might be different for base salary if a new person was hired since we now are having two in the department
- Neither recruiter is under contract; so, we can address this issue come September when we know if 30 new students are brought on board
- Janitorial question by Wes: “Why couldn’t Jim Dietz be over some students to do some of the work?” This potentially could be looked into by using an international student; but, at this time Jim assumes that additional work.

Motion made, to accept 2011-2012 salaries as presented, by Wes Gudahl and seconded by June McQueen. Passed unanimously.

ICL (Merle Powell)

- Numbers continue to be low in this program
- Financially program not as successfully as we had hoped
- Passed out continuing education projection sheet
- Addressed potential needs for some changes to the program
- Now it is Knowledge Elements as part of this program and we are meeting with them in February to see if this cooperation can continue
- Present administration not involved in starting program
- Ultimately could still be a successful program with changes
- Andi working hard and normal average of students at four
- Can we continue to market this on-line program?
- Potential of putting on-line and live program together
- How has Andi done in three years goals? Teaching is now a main area of her work. Alumni Association is making strides. Have given out a couple scholarships to new students. With cohort changes, her income was not covered this past year from the ICL program.

Want approval from the board to look into potential changes or other options for this ICL or continuing education program. The current 23 month stretch is so intense; so, on-line might be another option for consideration. Discussion continued to try and determine what the board should do to help administration know what to market. What measurable things are we seeing to continue this type program? One frustration is our overload of staff verses students.

Board chairman, Jeff Holloway, said this program was started and we were going to have all these students in Colorado to make this pay its way. Can we afford to discontinue this program? We already committed to it and need to continue as we are now closer to accreditation. Accreditation will make this more viable in the future; so, we already voted to go down that road.

ICL is dependent upon accreditation, and this is different for the traditional program of folks planning to go into ministry; so, we are continuing this program for now with no motion as nothing new was decided.

Motion to accept minutes from September 2010 board meeting was made by Wes Gudahl and seconded by Andy Gudahl. Passed.

Willie Coop, Bret Miller & Jeff Holloway terms expire. Motion was made by Andy Gudahl and seconded by Wes Gudahl to keep all three. Passed.

Chairman issue was discussed and no changes made. Jeff Holloway remains chairman.

Toastmasters meet here every Monday at noon as a new endeavor at thiscollege location.

Next meeting is May 6, 2011

Meeting adjourned at 4:30 P.M.

Respectfully Submitted,

Herb Rainey
Secretary

